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## Office Memorandum • UNITED STATES GOVERNMENT

TO : Chairman, Projects Review Committee  
THROUGH : Executive for Administration and Management  
FROM : Executive for Inspection and Security  
SUBJECT: Allocation of Funds for the Fiscal Year 1949

DATE: 16 June 1948

1. The following are anticipated requirements of unvouchered funds required for the activities of the Office of Inspection and Security for the fiscal year 1949. Previous expenditures for these purposes have been made under project 00-17, and this is in effect a request for funds for the continuation of that project.

02 Travel	\$25,000
07 Other Contractual Services	<u>5,000</u>
Total	\$30,000

2. Justification for the item listed under 02 Travel is as follows:

a. Necessity for project - These funds will be expended by the Inspectors of this office in conducting inspections of the various field stations in foreign countries.

b. Additional personnel requirements and/or organizational and functional changes - None.

c. Estimate of time required to implement or complete the project including agency - This is a continuing project. It is anticipated that inspections will continue to be made by personnel of this office.

d. Whether vouchered or unvouchered funds are recommended - Unvouchered funds are recommended inasmuch as their utilization is deemed necessary to the accomplishment of this mission.

e. Estimated cost of travel - \$25,000. This figure is based upon the cost of conducting inspections in field areas located abroad. The average estimated cost of these trips is \$3,200 per area for travel and per diem expense. Duration of travel 45 to 60 days - field areas,

f. Necessity for other agency support if implementation and/or completion by CIA is not considered feasible - Other agency support is not required.

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3. The item of \$5,000 listed under 07, other contractual services, represents an allotment to be utilized at the discretion of the Director of Central Intelligence or the Executive for Inspection and Security for specialized missions or operations of strictly confidential nature, and designed to accomplish a greater degree of security of the worldwide intelligence activities of the agency.

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SHEPFIELD EDWARDS  
Colonel, GSC  
Executive for Inspection and Security

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